



**ISLANDS AT DORAL (NE)
COMMUNITY DEVELOPMENT
DISTRICT**

**MIAMI-DADE COUNTY
REGULAR BOARD MEETING & PUBLIC
HEARING
MAY 14, 2024
7:00 P.M.**

Special District Services, Inc.
8785 SW 165th Avenue, Suite 200
Miami, FL 33193

www.islandsatdoralnecdd.org

786.347.2711 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

AGENDA
ISLANDS AT DORAL (NE)
COMMUNITY DEVELOPMENT DISTRICT
Doral Legacy Park – 2nd Floor Conference Room
11400 NW 82nd Street
Doral, Florida 33178
REGULAR BOARD MEETING & PUBLIC HEARING
May 14, 2024
7:00 p.m.

- A.** Call to Order
- B.** Proof of Publication.....Page 1
- C.** Establish Quorum
- D.** Additions or Deletions to Agenda
- E.** Comments from the Public for Items Not on the Agenda
- F.** Approval of Minutes
 - 1. March 12, 2024 Regular Board Meeting Minutes.....Page 2
- G.** Public Hearing
 - 1. Proof of Publication.....Page 5
 - 2. Receive Public Comments Fiscal Year 2024/2025 Final Budget
 - 3. Consider Resolution No. 2024-03 – Adopting a Fiscal Year 2024/2025 Final Budget.....Page 6
- H.** Old Business
- I.** New Business
 - 1. Consider Resolution No. 2024-04 – Adopting a Fiscal Year 2024/2025 Meeting Schedule....Page 13
 - 2. Consider Appointment of Audit Committee & Approval of Evaluation Criteria for RFQ.....Page 15
- J.** Administrative Matters
 - 1. Financial Update.....Page 19
- K.** Board Member/Staff Comments and Requests
 - 1. SDS Ethics Training Memo.....Page 23
 - 2. Reminder of Statement of Financial Interests Disclosure 2023 Form 1, Filing Deadline: July 1, 2024
 - 3. Announce the 2024 General Election and Candidate Qualifying Period - Noon, Monday, June 10, 2024, through Noon, Friday, June 14, 2024
- L.** Adjourn



IAD-NECDD

MIAMI-DADE

STATE OF FLORIDA
COUNTY OF MIAMI-DADE:

Before the undersigned authority personally appeared GUILLERMO GARCIA, who on oath says that he or she is the DIRECTOR OF OPERATIONS, Legal Notices of the Miami Daily Business Review f/k/a Miami Review, of Miami-Dade County, Florida; that the attached copy of advertisement, being a Legal Advertisement of Notice in the matter of

ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT - FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE

in the XXXX Court,
was published in a newspaper by print in the issues of Miami Daily Business Review f/k/a Miami Review on

09/29/2023

Affiant further says that the newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

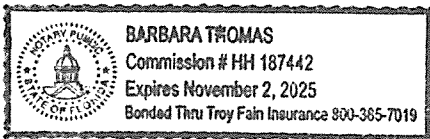
Guillermo Garcia

Sworn to and subscribed before me this
29 day of SEPTEMBER, A.D. 2023

Barbara Thomas

(SEAL)

GUILLERMO GARCIA personally known to me



**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023/2024 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Islands at Doral (NE) Community Development District will hold Regular Meetings at 7:00 p.m. in the Doral Legacy Park, 2nd Floor Conference Room, located at 11400 NW 82nd Street, Doral, Florida 33178, on the following dates:

- October 10, 2023
- January 9, 2024
- March 12, 2024
- May 14, 2024
- September 10, 2024

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (786) 347-2711 Ext. 2011 and/or at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore a speaker telephone will be present as required, at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (786) 347-2711 Ext 2011 and/or at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT

www.islandsdoralnecdd.org
9/29

23-38/0000685964M

**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
REGULAR BOARD MEETING
MARCH 12, 2024**

A. CALL TO ORDER

The March 12, 2024, Regular Board Meeting of the Islands at Doral (NE) Community Development District (the “District”) was called to order at 7:00 p.m. in the Second Floor Conference Room of Doral Legacy Park located at 11400 NW 82nd Street, Doral, Florida 33178.

B. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Miami Daily Business Review* on September 29, 2023, as part of the District’s Fiscal Year 2023/2024 Meeting Schedule, as legally required.

C. ESTABLISH A QUORUM

It was determined that the attendance of Chairman Jesus Arias, Vice Chairman Nestor Garcia and Supervisor Dunia Cuneo constituted a quorum and it was in order to proceed with the meeting.

Staff in attendance included: District Manager Gloria Perez of Special District Services, Inc.; and General Counsel Gregory George of Billing, Cochran, Lyles, Mauro & Ramsey, P.A.

D. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

There were no comments from the public for items not on the agenda.

F. APPROVAL OF MINUTES

1. October 10, 2023, Regular Board Meeting

The October 10, 2023, Regular Board Meeting minutes were presented for approval.

A MOTION was made by Supervisor Garcia, seconded by Supervisor Cuneo and unanimously passed approving the minutes of the October 10, 2023, Regular Board Meeting, as presented.
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G. OLD BUSINESS

There were no Old Business items to come before the Board.

H. NEW BUSINESS

1. Consider Resolution No. 2024-01 – Electronic Signature Policy

Resolution No. 2024-01 was presented, entitled:

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING AN ELECTRONIC SIGNATURE POLICY, PROVIDING DISTRICT MANAGER WITH AUTHORITY AND RESPONSIBILITY FOR APPROVAL OF ELECTRONIC SIGNATURES AND IMPLEMENTATION OF CONTROL PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE, INTEGRITY, AND SECURITY, IN ACCORDANCE WITH CHAPTER 688, FLORIDA STATUTES; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

A **MOTION** was made by Supervisor Garcia, seconded by Supervisor Cuneo and passed unanimously adopting Resolution No. 2024-01, as presented.

2. Consider Resolution No. 2024-02 - Adopting Fiscal Year 2024/2025 Proposed Budget

Mrs. Perez presented Resolution No. 2024-02, entitled:

RESOLUTION NO. 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2024/2025; AND PROVIDING AN EFFECTIVE DATE.

Mrs. Perez advised that the Debt Service Assessment was the same as last year. The way the refunding was set up there will be a large balloon payment in the amount of \$2,225,000 due at maturity in 2029. A new loan will be needed at that time. By collecting the pre-refunding rates, bond prepayments can be made, greatly reducing the loan that will be needed in 2029. A prepayment of \$110,000 was made in November 2023. Therefore, the 2029 payment that is due is estimated at \$1,255,000. The proposed Administrative Assessment is higher than last year. Legal Advertising costs will increase due to the closing of the *Miami Daily Business Review*. Estimated available funds projected for 9-30-2024 are approximately \$45,000, should no unforeseen expenses occur. No carryover balance has been applied to the presented budget (\$24,070 was applied to last year's budget).

As mentioned in last year's budget summary, assessments were due to be increased within the next few years. This year will be the last year the District can provide such a large carryover. Therefore, assessments will need to be increased in the FY 2024/2025 Budget.

As mentioned during last year's budget process and at the 4-11-2023 Board meeting, FY 2023/2024 was the last year the District could give such a large carryover; therefore, assessments will increase for FY 2024/2025.

Because the overall assessment for FY 2024/2025 is currently higher than the FY 2023/2024 assessment, letters to residents/owners will be required.

A **MOTION** was made by Supervisor Garcia, seconded by Supervisor Cuneo and unanimously passed adopting Resolution No. 2024-02, as presented, approving a Proposed Budget for FY 2024/2025 and setting the Public Hearing for finalization for May 14, 2024, at 7:00 p.m. at the Doral Legacy Park, 2nd Floor, Conference Room located at 11400 NW 82nd Street, Doral, Florida 33178; and further authorizing the advertisement as required and notices to the homeowners.

I. ADMINISTRATIVE MATTERS

1. Financial Update

Mrs. Perez presented the financial statement through February 2024. She pointed out that the available funds as of February 29, 2024, were \$99,090.28.

A **MOTION** was made by Supervisor Garcia, seconded by Supervisor Cuneo and passed unanimously ratifying and approving the financial statement, as presented.

J. BOARD MEMBER/STAFF COMMENTS

1. District Counsel’s Memorandum Regarding Required Ethics Training and Financial Disclosure

Mr. George provided an overview of the memorandum, going over the required ethics training and providing an update on the financial disclosure changes, noting that it was the responsibility of each Board Member to submit, electronically, the Form 1 using the online system at the Florida Commission on Ethics’ website prior to July 1, 2024.

K. ADJOURNMENT

There being no further business to come before the Board, a **MOTION** was made by Arias, seconded by Cuneo and passed unanimously adjourning the Regular Board Meeting at 7:17 p.m.

ATTEST:

Secretary/Assistant Secretary

Chairman/Vice-Chair



The Beaufort Gazette
 The Belleville News-Democrat
 Bellingham Herald
 Centre Daily Times
 Sun Herald
 Idaho Statesman
 Bradenton Herald
 The Charlotte Observer
 The State
 Ledger-Enquirer

Durham | The Herald-Sun
 Fort Worth Star-Telegram
 The Fresno Bee
 The Island Packet
 The Kansas City Star
 Lexington Herald-Leader
 The Telegraph - Macon
 Merced Sun-Star
 Miami Herald
 El Nuevo Herald

The Modesto Bee
 The Sun News - Myrtle Beach
 Raleigh News & Observer
 Rock Hill | The Herald
 The Sacramento Bee
 San Luis Obispo Tribune
 Tacoma | The News Tribune
 Tri-City Herald
 The Wichita Eagle
 The Olympian

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
127480	545310	Print Legal Ad-IPL01701640 - IPL0170164		\$1,308.02	1	76 L

Attention: Laura Archer
 Special District Services, Inc.
 2501A Burns Road
 Palm Beach Gardens, FL 33410

larcher@sdsinc.org

**Notice of Public Hearing
 and Regular Board Meeting
 of the
 Islands at Doral (NE) Communi-
 ty Development District**

The Board of Supervisors (the "Board") of the Islands at Doral (NE) Community Development District (the "District") will hold a Public Hearing and Regular Board Meeting on May 14, 2024, at 7:00 p.m., or as soon thereafter as can be heard, in the Second Floor Conference Room of Doral Legacy Park located at 11400 NW 82nd Street, Doral, Florida 33178. The purpose of the Public Hearing is to receive public comment on the Fiscal Year 2024/2025 Proposed Final Budget of the District. A copy of the Budget and/or the Agenda may be obtained from the District's website (www.islandsatdoralnecdd.org) or by contacting the offices of the District Manager at (786) 347-2711 and/or toll free at 1-877-737-4922, during normal business hours. The purpose of the Regular Board Meeting is for the Board to consider any other business which may properly come before it. The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for community development districts. Meetings may be continued as found necessary to a time and place specified on the record.

There may be occasions when one or two Supervisors will participate by telephone; therefore, a speaker telephone will be present as required, at the meeting location so that Supervisors may be fully informed of the discussions taking place.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at these meetings should contact the District Manager at (786) 347-2711 and/or toll-free at 1-877-737-4922, at least seven (7) days prior to the date of the meetings.

If any person decides to appeal any decision made with respect to any matter considered at this Public Hearing and Regular Board Meeting, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at their own expense and which record includes the testimony and evidence on which the appeal is based.

Meetings may be cancelled from time to time without advertised notice.

**PUBLISHED DAILY
 MIAMI-DADE-FLORIDA**

**STATE OF FLORIDA
 COUNTY OF MIAMI-DADE**

Before the undersigned authority personally appeared: Mary Castro, who on oath says that he/she is CUSTODIAN OF RECORDS of The Miami Herald, a daily newspaper published at Miami in Miami-Dade County, Florida; that the attached copy of the advertisement that was published was published in said newspaper in the issue (s) of:

Publication: Miami Herald

2 insertion(s) published on:

04/24/24, 05/01/24

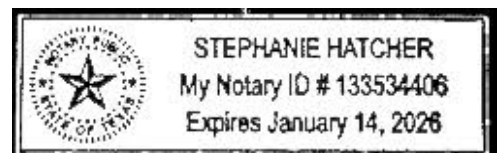
Affiant further says that the said Miami Herald is a newspaper published at Miami, in the said Miami-Dade County, Florida and that the said newspaper has heretofore been continuously published in said Dade County, Florida each day and has been entered a second class mail matter at the post office in Miami, in said Miami-Dade County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid or promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper(s). The McClatchy Company complies with all legal requirements for publication in chapter 50, Florida Statutes.

Mary Castro

Sworn to and subscribed before me this 1st day of May in the year of 2024

Stephanie Hatcher

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
 Legal document please do not destroy!

RESOLUTION NO. 2024-03

A RESOLUTION OF THE ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT ADOPTING A FISCAL YEAR 2024/2025 BUDGET.

WHEREAS, the Islands at Doral (NE) Community Development District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2024/2025 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT THAT:

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2024/2025 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 14th day of May, 2024.

ATTEST:

**ISLANDS AT DORAL (NE)
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

Islands At Doral (NE)
Community Development District

**Final Budget For
Fiscal Year 2024/2025
October 1, 2024 - September 30, 2025**

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- I FINAL BUDGET
- II DETAILED FINAL BUDGET
- III DETAILED FINAL DEBT SERVICE FUND BUDGET
- IV ASSESSMENT COMPARISON

FINAL BUDGET
ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2024/2025 BUDGET
REVENUES	
Administrative Assessments	88,450
Maintenance Assessments	8,510
Debt Assessments	554,723
Interest Income	480
TOTAL REVENUES	\$ 652,163
EXPENDITURES	
MAINTENANCE EXPENDITURES	
Maintenance Contingency	5,000
Engineering/Inspections	3,000
TOTAL MAINTENANCE EXPENDITURES	\$ 8,000
ADMINISTRATIVE EXPENDITURES	
Supervisor Fees	5,000
Payroll Taxes (Employer)	400
Management	33,348
Secretarial	4,200
Legal	9,000
Assessment Roll	7,500
Audit Fees	3,900
Arbitrage Rebate Fee	650
Insurance	7,300
Legal Advertisements	4,000
Miscellaneous	800
Postage	450
Office Supplies	450
Dues & Subscriptions	175
Trustee Fees	4,100
Continuing Disclosure Fee	350
Website Management	2,000
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 83,623
TOTAL EXPENDITURES	\$ 91,623
REVENUES LESS EXPENDITURES	\$ 560,540
Bond Payments	(524,213)
BALANCE	\$ 36,327
County Appraiser & Tax Collector Fee	(12,109)
Discounts For Early Payments	(24,218)
EXCESS/ (SHORTFALL)	\$ -
Carryover From Prior Year	0
NET EXCESS/ (SHORTFALL)	\$ -

DETAILED FINAL BUDGET
ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023 ACTUAL	FISCAL YEAR 2023/2024 BUDGET	FISCAL YEAR 2024/2025 BUDGET	COMMENTS
REVENUES				
Administrative Assessments	58,749	57,609	88,450	Expenditures Less Interest & Carryover/.94
Maintenance Assessments	7,448	6,915	8,510	Expenditures /.94
Debt Assessments	554,725	554,723	554,723	Bond Payments/.94
Interest Income	5,099	240	480	Interest Projected At \$40 Per Month
TOTAL REVENUES	\$ 626,021	\$ 619,487	\$ 652,163	
EXPENDITURES				
MAINTENANCE EXPENDITURES				
Maintenance Contingency	0	4,500	5,000	\$500 Increase From 2023/2024 Budget
Engineering/Inspections	1,247	2,000	3,000	\$1,000 Increase From 2023/2024 Budget
TOTAL MAINTENANCE EXPENDITURES	\$ 1,247	\$ 6,500	\$ 8,000	
ADMINISTRATIVE EXPENDITURES				
Supervisor Fees	1,800	5,000	5,000	No Change From 2023/2024 Budget
Payroll Taxes (Employer)	138	400	400	Projected At 8% Of Supervisor Fees
Management	31,452	32,388	33,348	CPI Adjustment (Capped At 3%)
Secretarial	4,200	4,200	4,200	No Change From 2023/2024 Budget
Legal	7,063	9,000	9,000	No Change From 2023/2024 Budget
Assessment Roll	7,500	7,500	7,500	As Per Contract
Audit Fees	3,700	3,800	3,900	\$100 Increase From 2023/2024 Budget
Arbitrage Rebate Fee	650	650	650	No Change From 2023/2024 Budget
Insurance	6,134	6,600	7,300	Fiscal Year 2023/2024 Expenditure Was \$6,594
Legal Advertisements	272	600	4,000	Costs Will Increase Due To Closing Of The Miami Business Review
Miscellaneous	383	800	800	No Change From 2023/2024 Budget
Postage	165	450	450	No Change From 2023/2024 Budget
Office Supplies	223	450	450	No Change From 2023/2024 Budget
Dues & Subscriptions	175	175	175	No Change From 2023/2024 Budget
Trustee Fees	4,080	4,100	4,100	No Change From 2023/2024 Budget
Continuing Disclosure Fee	350	350	350	No Change From 2023/2024 Budget
Website Management	2,000	2,000	2,000	No Change From 2023/2024 Budget
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 70,285	\$ 78,463	\$ 83,623	
TOTAL EXPENDITURES	\$ 71,532	\$ 84,963	\$ 91,623	
REVENUES LESS EXPENDITURES	\$ 554,489	\$ 534,524	\$ 560,540	
Bond Payments	(529,918)	(524,213)	(524,213)	2025 Principal & Interest Payments
BALANCE	\$ 24,571	\$ 10,311	\$ 36,327	
County Appraiser & Tax Collector Fee	(5,987)	(11,460)	(12,109)	Two Percent Of Total Assessment Roll
Discounts For Early Payments	(21,650)	(22,921)	(24,218)	Four Percent Of Total Assessment Roll
EXCESS/ (SHORTFALL)	\$ (3,066)	\$ (24,070)	\$ -	
Carryover From Prior Year	0	24,070	0	Carryover From Prior Year
NET EXCESS/ (SHORTFALL)	\$ (3,066)	\$ -	\$ -	

DETAILED FINAL DEBT SERVICE FUND BUDGET
ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025
OCTOBER 1, 2024 - SEPTEMBER 30, 2025

	FISCAL YEAR 2022/2023	FISCAL YEAR 2023/2024	FISCAL YEAR 2024/2025	
REVENUES	ACTUAL	BUDGET	BUDGET	COMMENTS
Interest Income	15,071	100	500	Projected Interest For 2024/2025
NAV Tax Collection	529,918	524,213	524,213	NAV Tax Collection
Total Revenues	\$ 544,989	\$ 524,313	\$ 524,713	
EXPENDITURES				
Principal Payments	275,000	285,000	305,000	Principal Payment Due In 2025
Interest Payments	125,703	107,512	91,919	Interest Payments Due In 2025
Additional Principal Payments	110,000	131,801	127,794	Additional Principal Payments
Total Expenditures	\$ 510,703	\$ 524,313	\$ 524,713	
Excess/ (Shortfall)	\$ 34,286	\$ -	\$ -	

Series 2014 Refunding Bond Information

Original Par Amount =	\$5,925,000	Annual Principal Payments Due =	May 1st
Interest Rate =	3.85%	Annual Interest Payments Due =	May 1st & November 1st
Issue Date =	April 2014		
Maturity Date =	May 2029		

Par Amount As Of 1/1/2024 = \$2,825,000

Original Principal Amount Due In May 2029: \$2,225,000

Current Principal Amount Due In May 2029: \$1,255,000

Islands At Doral (NE) Community Development District Assessment Comparison

	Fiscal Year 2021/2022 Assessment Before Discount*	Fiscal Year 2022/2023 Assessment Before Discount*	Fiscal Year 2023/2024 Assessment Before Discount*	Fiscal Year 2024/2025 Projected Assessment Before Discount*
Administrative For Single Family Homes	\$ 107.59	\$ 107.55	\$ 108.50	\$ 166.58
Maintenance For Single Family Homes	\$ 14.03	\$ 14.03	\$ 13.03	\$ 16.03
<u>Debt For Single Family Homes</u>	<u>\$ 1,587.68</u>	<u>\$ 1,587.68</u>	<u>\$ 1,587.68</u>	<u>\$ 1,587.68</u>
Total	\$ 1,709.30	\$ 1,709.26	\$ 1,709.21	\$ 1,770.29
Administrative For Townhomes	\$ 107.59	\$ 107.55	\$ 108.50	\$ 166.58
Maintenance For Townhomes	\$ 14.03	\$ 14.03	\$ 13.03	\$ 16.03
<u>Debt For Townhomes</u>	<u>\$ 1,133.61</u>	<u>\$ 1,133.61</u>	<u>\$ 1,133.61</u>	<u>\$ 1,133.61</u>
Total	\$ 1,255.23	\$ 1,255.19	\$ 1,255.14	\$ 1,316.22
Administrative For Condominiums	\$ 107.59	\$ 107.55	\$ 108.50	\$ 166.58
Maintenance For Condominiums	\$ 14.03	\$ 14.03	\$ 13.03	\$ 16.03
<u>Debt For Condominiums</u>	<u>\$ 906.57</u>	<u>\$ 906.57</u>	<u>\$ 906.57</u>	<u>\$ 906.57</u>
Total	\$ 1,028.19	\$ 1,028.15	\$ 1,028.10	\$ 1,089.18

* Assessments Include the Following :

- 4% Discount for Early Payments
- 1% County Tax Collector Fee
- 1% County Property Appraiser Fee

Community Information:

Single Family Homes	66
Townhomes	125
<u>Condominiums</u>	<u>340</u>
Total Units	531

RESOLUTION NO. 2024-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2024/2025 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the Islands at Doral (NE) Community Development District ("District") to establish a regular meeting schedule for fiscal year 2024/2025; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2024/2025 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT, MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2024/2025 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 14th day of May, 2024.

ATTEST:

**ISLANDS AT DORAL (NE)
COMMUNITY DEVELOPMENT DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2024/2025 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors of the Islands at Doral (NE) Community Development District will hold Regular Meetings at **7:00 p.m.** in the Doral Legacy Park, 2nd Floor Conference Room, located at 11400 NW 82nd Street, Doral, Florida 33178, on the following dates:

**October 8, 2024
January 14, 2025
March 11, 2025
May 13, 2025
September 9, 2025**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website or by contacting the District Manager at (786) 347-2711 Ext. 2011 and/or at 1-877-737-4922 five (5) days prior to the date of the particular meeting.

From time to time one or two Supervisors may participate by telephone; therefore a speaker telephone will be present as required, at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to insure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (786) 347-2711 Ext 2011 and/or at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT

www.islandsdoralnecdd.org

PUBLISH: MIAMI HERALD 00/00/24

**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**District Auditing Services for Fiscal Years 2023/2024, 2024/2025 and 2025/2026
With Two Year Option (2026/2027 and 2027/2028)
Miami-Dade County, Florida**

**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION INSTRUCTIONS TO PROPOSERS**

SECTION 1. DUE DATE. Sealed proposals must be received no later than August 20, 2024 at 4:00 p.m., at the offices of District Manager, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410.

SECTION 2. FAMILIARITY WITH THE LAW. By submitting a proposal, the Proposer is affirming its familiarity and understanding with all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the Proposer will in no way relieve it from responsibility to perform the work covered by the proposal in compliance with all such laws, ordinances and regulations.

SECTION 3. QUALIFICATIONS OF PROPOSER. The contract, if awarded, will only be awarded to a responsible Proposer who is qualified by experience and licensing to do the work specified herein. The Proposer shall submit with its proposal satisfactory evidence of experience in similar work and show that it is fully prepared to complete the work to the satisfaction of the District.

SECTION 4. REJECTION OF PROPOSAL. Proposers shall be disqualified and their proposals rejected if the District has reason to believe that collusion may exist among the Proposers, the Proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 5. SUBMISSION OF PROPOSAL. Submit one (1) copy of the Proposal Documents and one digital copy, and other requested attachments at the time and place indicated herein, which shall be enclosed in an opaque sealed envelope, marked with the title “Auditing Services – Islands at Doral (NE) Community Development District” on the face of it.

SECTION 6. MODIFICATION AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where proposals are to be submitted at any time prior to the time and date the proposals are due. After proposals are opened by the District, no proposal may be withdrawn for a period of ninety (90) days.

SECTION 7. PROPOSAL DOCUMENTS. The proposal documents shall consist of the notice announcing the request for proposals, these instructions, the Evaluation Criteria Sheet and a proposal with all required documentation pursuant to Section 12 of these instructions (the “Proposal Documents”).

SECTION 8. PROPOSAL. In making its proposal, each Proposer represents that it has read and understands the Proposal Documents and that the proposal is made in accordance therewith.

SECTION 9. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all proposals, make modifications to the work, and waive any informalities or irregularities in proposals as it is deemed in the best interests of the District.

SECTION 10. CONTRACT AWARD. Within fourteen (14) days of receipt of the Notice of Award from the District, the Proposer shall enter into and execute a Contract (engagement letter) with the District.

SECTION 11. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of District’s limited waiver of liability contained in section 768.28, Florida Statutes, or any other statute or law.

SECTION 12. MISCELLANEOUS. All proposals shall include the following information in addition to any other requirements of the proposal documents.

- A. List position or title of all personnel to perform work on the District audit. Include resumes or each person listed; list years of experience in present position for each party listed and years of related experience.
- B. Describe proposed staffing levels, including resumes with applicable certifications.
- C. Three references from projects of similar size and scope. The Proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.

SECTION 13. PROTESTS. Any protest regarding the Proposal Documents, must be filed in writing, at the offices of the District Manager, within seventy-two (72) hours after receipt of the Request for Proposals and Evaluation Criteria or other contract documents. The formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest with respect to the aforesaid Request for Proposals, Evaluation Criteria, or other contract documents.

SECTION 14. EVALUATION OF PROPOSALS. The criteria to be used in the evaluation are presented in the Evaluation Criteria Sheet, contained within the Proposal Documents.

SECTION 15. REJECTION OF ALL PROPOSALS. The District reserves the right to reject any and all bids, with or without cause, and to waive technical errors and informalities, as determined to be in the best interests of the District.

**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
AUDITOR SELECTION
EVALUATION CRITERIA**

1. *Ability of Personnel (10 Points).*

(E.g., geographic locations of the firm’s headquarters or permanent office in relation to the project; capabilities and experience of key personnel; evaluation of existing work load; proposed staffing levels, etc.)

2. *Proposer’s Experience (10 Points).*

(E.g. past record and experience of the Proposer in similar projects; volume of work previously performed by the firm; past performance for other Community Development Districts in other contracts; character, integrity, reputation of Proposer, etc.)

3. *Understanding of Scope of Work (10 Points).*

Extent to which the proposal demonstrates an understanding of the District’s needs for the services requested.

4. *Ability to Furnish the Required Services (10 Points).*

Present ability to manage this project and the extent to which the proposal demonstrates the adequacy of Proposer’s financial resources and stability as a business entity necessary to complete the services required (E.g. the existence of any natural disaster plan for business operations).

5. *Price (10 Points).*

Points will be awarded based upon the price bid for the rendering of the services and reasonableness of the price to the services.

Islands At Doral (NE)
Community Development District

**Financial Report For
April 2024**

Islands at Doral (NE) Community Development District
Budget vs. Actual
October 2023 through April 2024

	<u>Oct '23 - April 24</u>	<u>23/24 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
363.100 · Admin Assessment Income	55,112.92	57,609.00	-2,496.08	95.67%
363.101 · Maint Assessment Income	6,561.62	6,915.00	-353.38	94.89%
363.810 · Debt Assessment	524,813.52	554,723.00	-29,909.48	94.61%
363.820 · Debt Assessment-Paid To Trustee	-500,293.08	-524,213.00	23,919.92	95.44%
363.830 · Assessment Fees	-5,641.29	-11,460.00	5,818.71	49.23%
363.831 · Discounts For Early Payments	-21,731.39	-22,921.00	1,189.61	94.81%
369.401 · Interest Income	5,584.76	240.00	5,344.76	2,326.98%
369.402 · Carryover From Prior Year	0.00	24,070.00	-24,070.00	0.0%
Total Income	<u>64,407.06</u>	<u>84,963.00</u>	<u>-20,555.94</u>	<u>75.81%</u>
Expense				
511.122 · Payroll Expense	91.80	400.00	-308.20	22.95%
511.131 · Supervisor Fee	1,200.00	5,000.00	-3,800.00	24.0%
511.305 · Maintenance Contingency	0.00	4,500.00	-4,500.00	0.0%
511.310 · Engineering	0.00	2,000.00	-2,000.00	0.0%
511.311 · Management Fees	18,893.00	32,388.00	-13,495.00	58.33%
511.312 · Secretarial Fees	2,450.00	4,200.00	-1,750.00	58.33%
511.315 · Legal Fees	3,480.00	9,000.00	-5,520.00	38.67%
511.318 · Assessment/Tax Roll	0.00	7,500.00	-7,500.00	0.0%
511.320 · Audit Fees	3,800.00	3,800.00	0.00	100.0%
511.330 · Arbitrage Rebate Fee	0.00	650.00	-650.00	0.0%
511.450 · Insurance	6,594.00	6,600.00	-6.00	99.91%
511.480 · Legal Advertisements	0.00	600.00	-600.00	0.0%
511.512 · Miscellaneous	269.95	800.00	-530.05	33.74%
511.513 · Postage and Delivery	92.02	450.00	-357.98	20.45%
511.514 · Office Supplies	116.65	450.00	-333.35	25.92%
511.540 · Dues, License & Subscriptions	175.00	175.00	0.00	100.0%
511.733 · Trustee Fees	4,079.63	4,100.00	-20.37	99.5%
511.734 · Continuing Disclosure Fee	0.00	350.00	-350.00	0.0%
511.750 · Website Management	1,166.62	2,000.00	-833.38	58.33%
Total Expense	<u>42,408.67</u>	<u>84,963.00</u>	<u>-42,554.33</u>	<u>49.91%</u>
Net Income	<u><u>21,998.39</u></u>	<u><u>0.00</u></u>	<u><u>21,998.39</u></u>	<u><u>100.0%</u></u>

**ISLANDS AT DORAL (NE) COMMUNITY DEVELOPMENT DISTRICT
MONTHLY FINANCIAL REPORT
APRIL 2024**

	Annual Budget 10/1/23 - 9/30/24	Actual Apr-24	Year To Date Actual 10/1/23 - 4/30/24
REVENUES			
Administrative Assessments	57,609	2,143	55,113
Maintenance Assessments	6,915	258	6,562
Debt Assessments	554,723	20,645	524,814
Interest Income	240	0	5,584
Total Revenues	\$ 619,487	\$ 23,046	\$ 592,073
MAINTENANCE EXPENDITURES			
Maintenance Contingency	4,500	0	0
Engineering/Inspections	2,000	0	0
TOTAL MAINTENANCE EXPENDITURES	\$ 6,500	\$ -	\$ -
ADMINISTRATIVE EXPENDITURES			
Supervisor Fees	5,000	0	1,200
Payroll Taxes (Employer)	400	0	92
Management	32,388	2,699	18,893
Secretarial	4,200	350	2,450
Legal	9,000	0	3,480
Assessment Roll	7,500	0	0
Audit Fees	3,800	3,800	3,800
Arbitrage Rebate Fee	650	0	0
Insurance	6,600	0	6,594
Legal Advertisements	600	0	0
Miscellaneous	800	16	270
Postage	450	16	92
Office Supplies	450	48	117
Dues & Subscriptions	175	0	175
Trustee Fees	4,100	4,080	4,080
Continuing Disclosure Fee	350	0	0
Website Management	2,000	165	1,167
TOTAL ADMINISTRATIVE EXPENDITURES	\$ 78,463	\$ 11,174	\$ 42,410
TOTAL EXPENDITURES	\$ 84,963	\$ 11,174	\$ 42,410
Revenues Less Expenditures	\$ 534,524	\$ 11,872	\$ 549,663
Bond Payments	(524,213)	(20,438)	(500,293)
Balance	\$ 10,311	\$ (8,566)	\$ 49,370
County Appraiser & Tax Collector Fee	(11,460)	(230)	(5,641)
Discounts For Early Payments	(22,921)	0	(21,731)
Excess/ (Shortfall)	\$ (24,070)	\$ (8,796)	\$ 21,998
Carryover from Prior Year	24,070	0	0
Net Excess/ (Shortfall)	\$ -	\$ (8,796)	\$ 21,998
Bank Balance As Of 4/30/24	\$ 129,075.49		
Accounts Payable As Of 4/30/24	\$ 41,682.03		
Accounts Receivable As Of 4/30/24	\$ -		
Available Funds As Of 4/30/24	\$ 87,393.46		

**ISLANDS AT DORAL (NE) CDD
TAX COLLECTIONS
2023-2024**

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Fees	Discount	Net From Tax Collector	Admin. Assessment Income (Before Discounts & Fee)	Maint Assessment Income (Before Discounts & Fee)	Debt Assessment Income (Before Discounts & Fee)	Admin. Assessment Income (After Discounts & Fee)	Maint Assessment Income (After Discounts & Fee)	Debt Assessment Income (After Discounts & Fee)	Debt Assessments Paid to Trustee
									\$619,247.00	\$57,609.00	\$6,915.00	\$ 554,723.00	\$57,609.00	\$6,915.00	\$554,723.00	
									\$584,865.00	\$54,152.00	\$6,500.00	\$ 524,213.00	\$54,152.00	\$6,500.00	\$524,213.00	\$524,213.00
1	1	Miami-Dade Tax Collector	11/20/23	NAV Taxes	\$ 57,827.12		\$ (554.42)	\$ (2,385.64)	\$ 54,887.06	\$ 5,377.93	\$ 647.66	\$ 51,801.53	\$ 5,104.50	\$ 614.73	\$ 49,167.83	\$ 49,167.83
2	2	Miami-Dade Tax Collector	11/24/23	NAV Taxes	\$ 47,146.95		\$ (452.61)	\$ (1,885.84)	\$ 44,808.50	\$ 4,384.66	\$ 528.05	\$ 42,234.24	\$ 4,167.19	\$ 501.86	\$ 40,139.45	\$ 40,139.45
3	3	Miami-Dade Tax Collector	12/08/23	NAV Taxes	\$ 388,326.08		\$ (3,727.93)	\$ (15,532.60)	\$ 369,065.55	\$ 36,114.33	\$ 4,349.25	\$ 347,862.50	\$ 34,323.10	\$ 4,133.53	\$ 330,608.92	\$ 330,608.92
4	4	Miami-Dade Tax Collector	12/27/23	NAV Taxes	\$ 27,625.88		\$ (266.24)	\$ (1,002.29)	\$ 26,357.35	\$ 2,569.21	\$ 309.41	\$ 24,747.26	\$ 2,451.24	\$ 295.20	\$ 23,610.91	\$ 23,610.91
5	5	Miami-Dade Tax Collector	01/09/24	NAV Taxes	\$ 16,879.66		\$ (163.86)	\$ (493.34)	\$ 16,222.46	\$ 1,569.81	\$ 189.05	\$ 15,120.80	\$ 1,508.70	\$ 181.68	\$ 14,532.08	\$ 14,532.08
6	6	Miami-Dade Tax Collector	02/06/24	NAV Taxes	\$ 14,847.48		\$ (145.29)	\$ (319.75)	\$ 14,382.44	\$ 1,380.82	\$ 166.29	\$ 13,300.37	\$ 1,337.57	\$ 161.08	\$ 12,883.79	\$ 12,883.79
7	Int - 1	Miami-Dade Tax Collector	02/27/24	Interest		\$ 586.66			\$ 586.66	\$ 586.66			\$ 586.66			\$ -
8	7	Miami-Dade Tax Collector	03/08/24	NAV Taxes	\$ 10,161.06		\$ (100.49)	\$ (111.88)	\$ 9,948.69	\$ 944.98	\$ 113.80	\$ 9,102.28	\$ 925.23	\$ 111.42	\$ 8,912.04	\$ 8,912.04
9	Int - 2	Miami-Dade Tax Collector	03/20/24	Interest		\$ 41.24			\$ 41.24	\$ 41.24			\$ 41.24			\$ -
10	8	Miami-Dade Tax Collector	04/25/24	NAV Taxes	\$ 23,045.93		\$ (230.45)	\$ (0.05)	\$ 22,815.43	\$ 2,143.28	\$ 258.11	\$ 20,644.54	\$ 2,121.84	\$ 255.53	\$ 20,438.06	\$ 20,438.06
11									\$ -							\$ -
12									\$ -							\$ -
13									\$ -							\$ -
14									\$ -							\$ -
16									\$ -							\$ -
17									\$ -							\$ -
					\$ 585,860.16	\$ 627.90	\$ (5,641.29)	\$ (21,731.39)	\$ 559,115.38	\$ 55,112.92	\$ 6,561.62	\$ 524,813.52	\$ 52,567.27	\$ 6,255.03	\$ 500,293.08	\$ 500,293.08

Total IAD-NE Roll = 619,254.36

Note: \$619,247, \$57,609, \$6,915 and \$554,723 are 2023/2024 Budgeted assessments before discounts and fees.
\$584,865, \$54,152, \$6,500 and \$524,213 are 2023/2024 Budgeted assessments after discounts and fees.

\$	585,860.16	
\$	627.90	\$ 559,115.38
\$	(55,112.92)	\$ (52,567.27)
\$	(6,561.62)	\$ (6,255.03)
\$	(524,813.52)	\$ (500,293.08)
\$	-	\$ -

Ethics Training

Beginning in 2024, District Supervisors are required to complete four (4) hours of ethics training annually. Below are links to two training sessions that will, upon completion, satisfy the training requirement. *Beginning with the 2024 Form 1, District Supervisors will be required to confirm that they have completed the training each year.*

- **State Ethics Laws for Constitutional Officers & Elected Municipal Officers**
 - <https://www.youtube.com/watch?v=U8JktIMKzyl>
- **Public Meetings and Public Records Law**
 - <https://www.myfloridalegal.com/sites/default/files/Full%2520audio%25202018%5B2%5D.mp3>

Both links can be found on SDS' website, at www.sdsinc.org/links.

The Florida Association of Special Districts (FASD) also offers a training option through Florida State University's Florida Institute of Government. If your special district is a member of FASD, the cost for this special district-specific ethics training is \$49.00 for each district official.

If your special district is NOT a member of FASD, the cost for this special district-specific ethics training is \$79.00 for each district official.

Information on the FASD course can be found at <https://www.fasd.com/ethics-for-special-districts>.